



BUSINESS CASE - REQUEST FOR EXCEPTION

INFORMATION TECHNOLOGY DEPARTMENT

SFN 54126 (8-2004)

Project Name	Version	Date
Department Name	Business Unit/Program Area	
Type of Project		
New Initiative	Major Enhancement/Upgrade	Application Replacement
		Ongoing Initiative
Project Description: (Briefly describe the project objectives and the technology or service being requested.)		
Business Need/Problem: (Briefly describe the Need or Problem driving the proposed project and the identification of the customers and anticipated customers of the project's product.)		
Proposed Solution: (Briefly describe the proposed solution that would resolve the Business Need or Problem.)		
Standard Solution Consideration: (State the reason(s) why the standard solution will not work and alternatives that were explored.)		
Consistency/Fit with Organization's Mission: (Describe how the project is consistent with the agency's mission and/or strategic plan. Provide rationale if it is not.)		